

**OFFICE OF JUSTICE PROGRAMS  
OFFICE OF THE ASSISTANT ATTORNEY GENERAL  
U.S DEPARTMENT OF JUSTICE**

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The Office of the Assistant Attorney General (OAAG) is responsible for the overall management and oversight of OJP. The Assistant Attorney General sets policy and ensures that OJP policies and programs reflect the priorities of the President, the Attorney General, and the Congress. OAAG staff promotes coordination among OJP's policy/grantmaking offices and guides the agency in effectively and efficiently meeting four primary goals: (1) to identify, define, and promote the understanding of critical crime, delinquency, and justice issues; (2) to develop, support, and evaluate promising and innovative strategies for ensuring safe and just communities and assisting victims of crime; (3) to build partnerships that strengthen federal, state, local, and tribal government and community capacities in addressing crime and the administration of justice; and (4) to ensure a fair workplace that maximizes each employee's contribution to the overall mission and goals of OJP.

In addition, OAAG works closely with Main Justice, other federal agencies, Capitol Hill, and the White House on legislative analysis functions and policy issues.

**Projected No. of Volunteers:** 1

**Internship Location(s):** Washington, D.C.

**Application Materials:** Resume, transcript (official or unofficial), writing sample (no more than 5 pages), and dates when available.

**Qualifications:** First-year (second semester) and second-year law students.

**Application Deadline:** Internships are filled as applications are received. Applications should be received no later than March 1, 2005.

**Minimum Weeks Required:** 8 weeks (40 hours per week)

**Salary:** Volunteer (without compensation). May be able to arrange for academic credit with law school.

**Assignments:** Legal research and writing on policies and issues related to the mission of OJP; and provide assistance to the OAAG senior management staff with collection and compilation of data, document review, and writing analytical summaries on various reports, programs, policies and initiatives.

**Web Site:** [www.ojp.usdoj.gov/](http://www.ojp.usdoj.gov/)